59-2/969

ARMY REGULATION
No. 59-2

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, D.C., 4 May 1969

AIR TRANSPORTATION
SPECIAL AIR MISSION PROCEDURE

Effective 1 July 1969

This regulation supersedes the outdated DA Memo 59-1 and incorporates the reporting requirement for RCS DD-SD-(Q)-947. Local supplementation of this regulation is prohibited except upon approval of the Deputy Chief of Staff for Logistics.

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1. Purpose and scope. *a.* This regulation establishes procedures and responsibilities for processing requests for Special Air Mission (SAM) flights by U.S. Army or U.S. Air Force aircraft and is applicable to requests from:

(1) The Offices of the Secretary of the Army, Under Secretary, Assistant Secretaries, Chief of Staff, and all other Army agencies and installations located within the Military District of Washington.

(2) Government agencies other than the Department of Defense desiring transportation by Army aircraft on a reimbursable basis.

b. Special Air Mission flights do not include use of Army aircraft for required proficiency flying by Army aviators stationed in the Military District of Washington. Individual aviators requiring Army aircraft for proficiency flying refer to AR 95-1.

2. Policy. The established policy of the Department of Defense is that commercial transportation services will be employed for the movement (within, to, from, or outside the United States) of personnel when such services are available or readily obtainable and satisfactorily capable of meeting military requirements, except that commercial services will not take precedence over Military Airlift Command (MAC) for travel to, from, or between areas outside the United States. Therefore, requests for SAM flights will be made only when the mission is of such urgency or nature that regularly established modes of commercial or military transportation are not adequate to meet requirements.

3. Authorization. Transportation by SAM flights will be provided only for traffic that is authorized movement under the provisions of AR 59-20.

4. Procedures. *a. Flights by USAF aircraft.* Agencies requiring SAM flights by USAF aircraft will submit their requests to the U.S. Army Service Center for the Armed Forces (USASCAF), the Pentagon. In those instances where urgency precludes submission in letter form, requests may be made by telephone to Special Air Mission, USASCAF, OXford 59276.

b. Flight by Army aircraft. Agencies requiring SAM flights by Army aircraft will submit the request to the Commanding General, Military District of Washington, U.S. Army, ATTN: Aviation Division, Washington, D.C. 20315. In those instances where urgency precludes submission in letter form, requests may be telephoned to Army Aviation Staff Officer, Military District of Washington, OXford 57187.

c. Requests. In all instances, requests for SAM flights will be ubmitted as far in advance as possible and will contain the following information:

(1) Name of senior official or officer making the trip and, if available, name, grade, and service number of each passenger.

(2) Purpose of trip and name of official or officer who recommends that it be accomplished by SAM.

***This regulation supersedes DA Memo 59-1, 11 February 1957, and DA letter, AGAO-CC LOG, 22 March 1965, subject: Use of Military Aircraft by Civilian Government Officials, and rescinds RCS OSD-1244.**

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(3) Itinerary in detail, including desired departure or arrival date and time where applicable.

(4) Type of aircraft desired.

(5) Name and telephone number of individual designated by the requesting agency as responsible for necessary final coordination.

5. Responsibilities. *a.* The U.S. Army Service Center for the Armed Forces will—

(1) Approve or disapprove requests for SAM flights utilizing U.S. Air Force aircraft

(2) Schedule suitable aircraft for approved SAM flights.

(3) Maintain records of Army requirements for SAM flights by USAF aircraft to include number of missions in operation, projected requirements, and action taken by the U.S. Air Force in connection with requested missions.

b. The Commanding General, Military District of Washington, U.S. Army, will—

(1) Approve or disapprove requests for SAM flights utilizing Army aircraft including SAM flights to be on a Revenue Air Mission basis.

(2) Schedule suitable aircraft for approved SAM flights.

(3) Maintain records required on requests for use of Army aircraft. A sample journal for recordkeeping purposes for use in developing information required in (4) below is shown in figures 1 and 2.

(4) Prepare a quarterly report on the "Use of Military Aircraft by Civilian Government Officials," RCS DD–SD–(Q)–947, and submit to the Deputy Chief of Staff for Logistics, ATTN: Director of Army Transportation, Department of the Army, Washington, D.C. 20310, within 15 workdays after the end of each calendar quarter. This summary will follow the pattern of the sample formats (figs. 1 and 2). For these purposes, civilian Government officials include all members of Congress, the Executive Departments and Agencies, and the Judicial Branch who serve at or above the level of an Assistant Secretary of the Military Department or his equivalent. White House includes courier, backup, or other missions exclusive of travel by the President and Vice President. Aircraft include, in addition to SAM and VC types, and military aircraft except helicopters.

The proponent agency of this regulation is the Office of the Deputy Chief of Staff for Logistics. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications) to the Deputy Chief of Staff for Logistics, ATTN: LOG–DAT, Department of the Army, Washington, D.C. 20310.

Use of Aircraft, ___ Quarter CY ____
(Fixed Wing Aircraft Only)

Members of Congress -

Missions	Flying Hours	Sponsored by	Approved by	Date

Total:

Non-DOD Agencies -

DOD Agencies -

Missions	Flying Hours	Using Agency	Approved by	Date

Total:

Figure 1

Detailed Breakdown of Use of Aircraft, ___ Quarter, CY ____
(Fixed Wing Aircraft Only)

Inclusive Dates	Mission Acft(Type)	Time Devoted to Mission	Using Agency (Approved by)	Reimb. to DOD	Itinerary	Members of Party

Figure 2

By Order of the Secretary of the Army:

W. C. WESTMORELAND,
General, United States Army,
Chief of Staff.

Official:
KENNETH G. WICKHAM,
Major General, United States Army,
The Adjutant General.

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